



THE CITY OF PULLMAN WELCOMES YOU!

Information current as of Fall 2005

Dear Resident:

Welcome to Pullman. Please feel a part of the community and become involved in it. The following is some basic information on services available within the community; and summaries of some state and local regulations. The regulations are intended to promote basic safety and respect for the rights of others.

COMMUNITY SERVICES

Cable TV – Time Warner Cable	1-877-789-3129
Electricity/Natural Gas – Avista Utilities.....	1-800-223-5884
Garbage Pickup – Pullman Disposal.....	334-1914
Whitman County landfill.....	334-2400
Telephone – Verizon	1-800-483-4000
Taxi – A to Z Taxi:...882-6141 or A Good Taxi:.....	883-2822
Transit Bus – Pullman Transit.....	332-6535
Pullman/Moscow Commuter bus –Wheatland Express....	334-2200
Voter Registration – Administration/Finance office	
City Hall, 325 SE Paradise St.....	338-3209
Water/Sewer – City Hall, 325 SE Paradise St.....	338-3204

For information or assistance in the following service areas, Pullman residents living off the WSU campus should call the following numbers:

Police and Fire *Emergencies* call: 911

Animal Control Violations	332-2521
Library – Neill Public Library.....	334-3595
Transit.....	332-6535
Parking Violations	332-2521
Parks and Recreation.....	338-3227
Police (Non-emergency)	332-2521
Fire (Non-emergency)	332-8172
Water Billing.....	338-3204
Public Works.....	338-3213
(for city street, sewer/water system, zoning or planning questions)	

ELECTED CITY OFFICIALS 338-3208

WARD NO.

Glenn A. Johnson, Mayor	At-large
Francis Benjamin, Councilmember	1
Keith Bloom, Councilmember	At-large
Sue Hinz, Councilmember	2
Bill Paul, Councilmember	1
Ann Heath, Councilmember	3
David Stiller, Councilmember	3
Barney Waldrop, Councilmember	2

APPOINTED CITY OFFICIALS

338-3208

John Sherman, City Supervisor	338-3208
Kurt Dahmen, Recreation Superintendent	338-3227
Alan Davis, Parks Superintendent	338-3227
Pete Dickinson, City Planner	338-3213
James C. Sloane, City Attorney	338-3208
Andriette Pieron, Library Services Director	334-3595
Karen Sires, Human Resources Manager	338-3207
William T. Weatherly, Chief of Police	334-0802
Patrick E. Wilkins, Fire Chief	332-8172
Troy Woo, Finance Director	338-3206
Mark Workman, Director of Public Works	338-3213

SUMMARIES OF STATE AND LOCAL REGULATIONS

Some basic information about a few provisions of the Pullman City Code may be of interest to you. Copies of the Pullman City Code are available for your reference and more detailed examination at the Pullman City Hall, Neill Public Library, Holland Library in the reference section, and the city's web page <http://www.pullman-wa.gov> .

NOISE REGULATION (Pullman City Code, Chapter 8.80)

CONTACT: For information contact the police operations commander at 334-0802. For noise complaints or violations call 332-2521.

Noise is regulated in the city of Pullman as a nuisance 24 hours a day. Regulated sound includes radios, stereos, televisions, car radios, electronic musical instruments, construction equipment, voices and most other noise sources. The regulation covers a twenty-four hour period that begins at 7 a.m. and ends at 7 a.m. the following day. The procedure of enforcement is as follows: A citizen must complain to initiate the process. When a citizen complains, a police officer will determine whether the noise violates the decibel limits or is otherwise a public disturbance. The police officer may give the violator a reasonable time to comply before issuing a notice of infraction or immediately issue a notice of infraction. No additional noise, of any type, can disturb persons within the twenty-four hour period (from 12:01 a.m. until midnight) of the original complaint or an additional notice of infraction may be issued and a mandatory court appearance may be required. If the violator was warned about a loud stereo at 10 a.m. and then was contacted about loud voices at 11 p.m., the violator would be issued a notice of infraction. If the identity of the person responsible for the noise cannot be established at the time of the noise, the owner; or any tenant if it is a rented or leased premises; or an officer of the responsible living group or association, if it is a living group premises, will be issued a notice of infraction whether or not that person was at the premises at the time of the noise incident.

A first violation during a year period, beginning August 1 and ending July 31 may be forfeited for a cost of \$100. A second or subsequent violation will require a mandatory court appearance. If the violator is found guilty of a second or subsequent violation, the court shall fine the violator no less than \$500. If the violator fails to appear in response to the notice of infraction, the violator is found guilty, fined the maximum penalty, and the matter is turned over to a collection agency. This may result in credit problems for the violator.

ALCOHOL ENFORCEMENT CONTACT: Pullman Police Dept. 332-2521.

The city of Pullman actively enforces the state law relative to alcohol violations. Although most people are familiar with liquor laws against drunk driving, minors in possession, and serving minors, it should be emphasized that opening or consuming liquor

[*hard liquor, beer or wine*] in a public place is also a violation of state law.

The Revised Code of Washington 66.44.100 states: Opening or consuming liquor in public place—Penalty. Except as permitted by this title, no person shall open the package containing liquor or consume liquor [*hard liquor, beer or wine*] in a public place. Every person who violates any provision of this section shall be guilty of a misdemeanor, and on conviction therefore shall be fined not more than one hundred dollars.

No alcohol is allowed in Pullman city parks unless an appropriate permit has been issued by City Hall.

PARKING REGULATION (Pullman City Code, Chapters 12.10, 12.15, 12.20, 12.25, 12.30, and 17.105) CONTACT: for questions code enforcement officer—334-0802. For complaints – 332-2521

Parking space is limited in most cities, including the city of Pullman. This is especially true near the Washington State University campus. Parking regulations have been enacted by the City Council with the intent of being fair to those who need to park on the City's streets and still protect the safety and general welfare of the residents. Unless otherwise posted, vehicles, trailers, and recreational vehicles may not be left parked on public streets and alleys in the city of Pullman for more than seven days (168 consecutive hours) without being used for their intended purpose. For example, automobiles must be driven, trailers must be towed, and floats must be used in a parade or similar use in order to qualify as being used for their intended purpose. Unattached campers and canopies may not be stored or detached from a vehicle and left on public streets or alleys for any period of time.

Parking regulations in Pullman generally are consistent with those in effect for the rest of the state. For example, anywhere in Washington, including Pullman, vehicles cannot be parked on sidewalks, planting strips (area between the sidewalk and curb), blocking driveways, in yellow zones, or in fire zones (*areas needed for emergency access to buildings, fire hydrants, or fire equipment. Such areas include, but are not limited to areas with adjacent curbs or rails painted yellow*). Pullman City Code, Chapter 12.10.092, also prohibits parking vehicles on front lawns.

Some public parking lots and streets prohibit parking between 3 a.m. and 6 a.m. These are usually downtown and are posted. This allows for regular cleaning. For snow removal and street repair

purposes, the City's Public Works Department may at times temporarily close some streets in order to facilitate the completion of snow removal or repairs. In such instances, temporary "No Parking Signs" may be erected on relatively short notice. City parking zones may be viewed at www.pullman-wa.gov/Departments/Police/DrawOnePage.aspx?PageID=210 City-issued parking permits are for sale through Pullman Police Department for some areas near campus, where posted. WSU Parking at 335-7275 (335-PARK) has information about on-campus permits.

ANIMAL CONTROL REGULATION (City Code, Title 9)

CONTACT: for questions code enforcement officer—334-0802, for complaints – 332-2521

The city of Pullman regulates how animals are controlled in the City and requires that all dogs be on a leash when off private property. Owners of animals are also responsible for disposing of animal feces deposited on public property and for having in their possession the means for doing so. In addition, animals considered dangerous are required to be muzzled when away from the owner's premises. Generally, an animal that has bitten or attacked a person or another animal unprovoked is considered to be a dangerous animal. The Code also requires that all cats and dogs must have a current rabies inoculation; and that all dogs must be licensed.

To reclaim animals picked up by Animal Control or to adopt animals, contact Whitman County Humane Society at 332-3422. Unwanted and abandoned pets are a real problem in Pullman. Please have your pet neutered/spayed to help control this situation.

LITTER CONTROL (Pullman City Code 5.45)

CONTACT: Community Improvement Rep. – 338-3300.

Dropping or discarding litter in parks, streets sidewalks, public property, private property, water, ponds or pools is prohibited. The property owner or person in charge of the premises is responsible for keeping the property litter free. Proper litter receptacles must be provided and maintained on all premises.

It is also against the provisions of the City Code to leave or deposit indoor furniture outdoors in a residential zone.

RECYCLING

CONTACT: Pullman Disposal – 334-1914.

The city of Pullman has a curbside recycling program through the services provided by Pullman Disposal. The curbside recycling program is in operation for single-family housing and multiple-

family dwellings up to four-plex units. Recycling for apartment units is a program offered by Pullman Disposal. Recycling centers are available in Pullman, Moscow, and at WSU.

SOLID WASTE (Pullman City Code, Chapter 5.40)

CONTACT: Pullman Disposal – 334-1914.

Every person must use a licensed solid waste collector to remove and transport solid waste on a regular basis. Proper solid waste containers (garbage cans) must be metal or plastic, must be air tight and rodent proof, must have a tight-fitting lid, must have two handles, must have a capacity not to exceed 32 gallons except for dumpsters, and, not weigh more than 65 pounds when full except for dumpsters.

Solid waste containers that are placed at the street must be placed within 5 feet of the curb or alleyway no sooner than 24 hours prior to scheduled pick up and must be removed within 24 hours after pick up. Persons in charge of the premises must provide sufficient solid waste containers to hold solid waste of that premises and must assure that solid waste is collected regularly from that premises.

Chapter 5 of the Pullman City Code outlines requirements for the removal of solid waste and penalties for not doing so. The Revised Code of Washington section 9A.56.050 provides for charges of theft in the third degree, a gross misdemeanor, for individuals that commit theft of property or “services” by placing their solid waste in the container of another individual that does have regular solid waste pickup.

Complaints about the illegal disposal of solid waste should be reported to the Community Improvement Representative at 338-3300.

VISUAL NUISANCES (Pullman City Code, Chapter 5.12)

CONTACT: Community Improvement Rep. – 338-3300.

Property is to be properly maintained for both sanitary and visual reasons. Indoor furnishings, such as couches, are not allowed to be left outdoors in a residential zone.

FIREWORKS (Pullman City Code, Chapter 3.16 CONTACT: Fire Department – 332-8172.

The use or discharge of fireworks by any person in Sunnyside Park on the day of the 4th of July celebration, other than display fireworks authorized under a permit issued by the Fire Chief, are prohibited.

There is a monetary penalty which shall not exceed Two Hundred Fifty dollars (\$250) for each separate infraction.

Ordinance 05-3, which will become effective during 2006, will further restrict the State Fireworks Law, RCW 70.77. Consumer fireworks may be offered for sale by permittees only between 9 a.m. and 11 p.m. July 1 through July 4. Consumer fireworks may be discharged only between the hours of 9 a.m. and 11 p.m. July 3 and between 9 a.m. and midnight on July 4 and between the hours of 6 p.m. and 1 a.m. on December 31 and January 1. Misdemeanor violation is subject to fine.

HOUSING

If you are renting property, state law requires you to have a smoke detector and to maintain it in good working order (RCW 48.48.140). The city of Pullman also encourages everyone to develop and practice a home fire escape plan and post the “911” emergency number next to your phone.

If you have not obtained suitable housing, please contact the ASWSU Housing Commission at 335-9574. If you have obtained housing but are concerned that it may not meet life and safety requirements of the building code or fire code standards, please call the city of Pullman at 338-3287 and ask for a building inspector or a fire code inspector (338-3270). Problems involving landlord/tenant issues should be referred to ASWSU Housing Commission at 335-9574. Concerns about discrimination in housing should be referred to the city of Pullman’s Fair Housing Commission at 338-3208.

OCCUPANCY RESTRICTIONS (Pullman City Code, Chapter 17.75.075) **CONTACT: Planning Director —338-3279.**

Within an R-1 Zone, no more than three unrelated persons may occupy a single dwelling unit. Within an R-2 Zone, no more than four unrelated persons may occupy a single dwelling unit.

Failure of a property owner to comply with occupancy restrictions may result in a fine of \$250 per day up to \$5,000 total per infraction.

RENTAL HOUSING PROTECTIONS

The following are protections which are available to renters. Renters should be aware of these protections so they do not sign a lease containing illegal provisions, they can get their refundable

deposit back if a refund is appropriate, and they will be aware of reportable unsafe housing conditions.

ILLEGAL PROVISIONS IN RENTAL AGREEMENTS

The following are illegal provisions in rental agreements. If you find any of these provisions in your lease agreement, **DO NOT SIGN YOUR LEASE!** Call the ASWSU Housing Commission: 335-9574.

Any provision:

- Which waives any right given to tenants by the Landlord-Tenant Act.
- That tenants give up their right to defend themselves in court against a landlord's accusations.
- Which limits the landlord's liability in situations where the landlord would normally be responsible.
- Allowing the landlord to enter the rental unit without proper notice.
- Requiring a tenant to pay for all damage to the unit, even if it is not caused by tenants or their guests.
- Stating the tenant will pay the landlord's attorney fees under any circumstances if a dispute goes to court.
- That allows the landlord to seize a tenant's property if the tenant calls behind in rent.

REFUNDABLE DEPOSITS

Under the Landlord-Tenant Act, the term "deposit" can only be applied to money which can be refunded to the tenant. If a refundable deposit is being charged, the law requires the following:

The rental agreement must be in writing. It must say what each deposit is for and what the tenant must do in order to get the money back.

- The tenant must be given a written receipt for the deposit.
- A checklist or statement describing the condition of the rental unit must be filled out. Landlord and tenant must sign it, and the tenant must be given a signed copy.
- The deposits must be placed in a trust account in a bank or escrow company. The tenant must be informed in writing where the deposits are being kept.

FOR A COPY OF THE LANDLORD-TENANT ACT, SEE

<http://www.atg.wa.gov/consumer/lt/> or WRITE TO:

Attorney General's Office

2000 Bank of California Center
900 4th Avenue
Seattle, WA 98164

Free copies of the Landlord-Tenant Law are also available at Pullman City Hall, ASWSU, and the Pullman Chamber of Commerce.

For more online information regarding Landlord-Tenant issues, see:

<http://www.atg.wa.gov/consumer/lt/>

www.tenantsunion.org

<http://tenant.net>

www.law.cornell.edu/topics/landlord_tenant.html

If you've a housing problem, the following are FREE services call:

ASWSU Housing Commission 335-9574

ASWSU Student Legal Services
(WSU Students only) 335-9539

Human Rights Commission 338-3208

The Dispute Resolution Center of Spokane (509) 326-8029

RESIDENTIAL DWELLING SAFETY CHECKLIST

**CONTACT: 338-3287 for building code violations *or*
338-3274 for fire code violations.**

This is a general safety checklist for houses or apartments. The list is not all-inclusive but is based on a current edition of the Washington State Building Code. The building code requires a building to comply with the codes in effect at the time it was built. The actual rules for the building you live in may be different than this list; that is if your building was built in the 1960s the building should comply with the codes in effect at that time which may not be the same as the codes for building today. If you believe there is an unsafe condition in your house or apartment contact the building owner, their agent, the city building inspector or the city fire inspector.

- The bedroom(s), living room and dining room in an apartment should have openings to the outside to provide fresh air. This could be a door, window or a mechanical ventilation system.
- The electrical boxes should have a cover over the wires.
- When you use an electrical outlet or switch it should not spark or shock you.
- The pipes used to vent the products of combustion (smoke) from the furnace or water heater should have tight joints.

- Fuel burning furnaces or water heaters need oxygen for combustion to take place. An excellent source of oxygen is the air in a building. The room housing these appliances should be large enough to supply the needed air, have openings into a large room, have openings to the outside of the building, or have air piped directly into the appliance.
- Fuel burning furnaces or water heaters should not be located in bedrooms or bathrooms.
- Fuel burning furnaces or water heaters should not be accessed from bedrooms or bathrooms.
- Furnaces, wall heaters, room heaters, woodstoves, gas stoves and water heaters are required to have a clear space from walls or ceilings. The required clear space is often on a label on the side of the appliance. If there is not a label, you may check with the building inspector or fire inspector for the required clearance.
- All apartments are required to have a door opening into a hallway or the outside. Generally a dwelling or apartment is only required to have one exit.
- The support walls and posts should be plumb and straight.
- The beams supporting the floors or roofs should be level and straight.
- Bedrooms should have a window for occupants to escape or be rescued if the need arises.
- Bedrooms, living rooms and dining rooms should have windows to provide natural light.
- Each house or apartment should have a kitchen with a sink and cooking appliance.
- Each house or apartment should have a separate bathroom containing a toilet, lavatory, tub or shower.
- The sink, lavatory and tub or shower should have hot water.
- The roof and walls should not leak water.
- A door should separate the kitchen from the toilet room.
- An address number or letter should be on each unit.
- Each house or apartment should have a heating system.
- The area outside of each bedroom should have a smoke detector.

*** * SMOKE DETECTORS * ***

- Smoke detectors are powered either by battery, household electrical wiring, or wiring with battery backup.
- Smoke detectors in dwelling units built after December 31, 1980 receive the primary power source from the household electrical wiring.
- Each sleeping area has at least one smoke detector.
- Sleeping areas that are separate, have at least one smoke detector per area.
- The smoke detector battery is operational and the smoke detector is clean

* * **EFFICIENCY DWELLING UNITS** * *

(studio or one-room dwellings)

The living area is a minimum of 220 square feet for two occupants with additional 100 square feet per additional occupant;

- The room has a closet;
- The room has a kitchen sink, cooking appliance and refrigeration facilities each with a minimum 30 inches working space in front;
- Each efficiency unit has a separate bathroom containing water closet, lavatory, and tub or shower.

RECOMMENDATIONS FOR RENTERS

For your comfort, safety and security while renting a residence in Pullman, the following recommendations may apply to you.

- Locate or purchase a **fire extinguisher**. Fire extinguishers are coded to reflect the type of fire they can put out. Some multipurpose extinguishers can be used on more than one type of fire.
- Change the batteries in your **smoke detectors** every six months, and make sure the detectors are clean and functional.
- Locate all possible **exits** in case of fire or other emergency. Make and practice an emergency exit plan.
- **Renters' insurance**, available from any local insurance agent, is well worth the small premium. Such insurance can provide protection for your personal property against such perils as fire, theft, and vandalism and may help to protect you in case of a liability lawsuit against you. Some student's parents may have a homeowners' insurance policy that could cover some, but not all of your personal items.
- **During winter break**, do not shut off your heat source. Instead, set your thermostat to 50° to protect against frozen pipes and potential water leaks from broken pipes.
- **During all absences from your residence**, be sure to lock and secure your doors in order to minimize your chances of theft or burglary.